



Governor's Commission for a Sustainable South Florida:
Procedures for Reviewing and
Voting on Materials During Meetings

The Steering Committee for the Governor's Commission had formulated a protocol that stated that any item that would be voted on for any purpose:

- A. Would have been presented in full at a prior Commission meeting;
- B. Would be provided the opportunity for written or verbal comments (from the public and Commission members) between the initial presentation and subsequent meeting(s). Comments would be sent to staff for distribution to Commission members before the next meeting); and
- C. Would provide any comments made, either written or oral, along with the final product at the second, or subsequent instance of review; and
- D. Would provide ample notice to Commission members that voting would occur on a particular item on a particular date, so that the Commission members could arrange to be present for the vote.

Voting or approval of any document and/or item could not occur unless, at a minimum, the above steps had been taken.